



**2023-2024**  
**Membership Package**  
**Saskatchewan Artistic**  
**Swimming**



Saskatchewan Artistic Swimming (SAS), member of Canada Artistic Swimming, is the governing body for the sport of artistic swimming in Saskatchewan. SAS is committed to supporting and developing recreational and competitive artistic swimming athletes, coaches, clubs, officials, and volunteers.

## MISSION

Saskatchewan Artistic Swimming promotes excellence in all aspects of artistic swimming through the support and development of our membership.

## VISION

We inspire our community by exemplifying excellence in healthy sport involvement and organizational governance.

Saskatchewan Artistic Swimming will:

- Develop a strong household name to become a sport of choice.
- Facilitate healthy clubs with knowledgeable leaders.
- Build a strong coaches' curriculum.
- Grow membership (athletes, coaches, officials, and volunteers) by 10% to a combined total of 1,160 members.
- Create opportunities for fulfillment and growth for all levels of excellence from recreational to high performance.
- Inspire a culture of former athletes moving into officiating.
- Establish and maintain updated policies and systems.

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## WELCOME TO THE 2023-2024 SEASON!



On behalf of the Saskatchewan Artistic Swimming (SAS) Board and Staff, welcome to the 2023-24 artistic swimming season! In 2022-23, we experienced a return to “normal” activities with no interruptions as we experienced during the years of the pandemic. While last year’s “normal” activities were refreshing, we were faced with the challenges that came with the universal change to our sport’s judging and scoring system. SAS is committed to educating and assisting members with any questions that remain and our focus continues to be on positioning our clubs and athletes for consistency and success in all upcoming events.

SAS is finalizing the 2023-2027 strategic plan. We look forward to working collaboratively with you over the next quad. Through our partnership, we can strengthen existing clubs, build new clubs, develop our athletes, coaches, and officials, while continuing to achieve our overall goals. We will share this plan with you shortly!!

For the first time since the beginning of the pandemic, we feel the optimism and hope of a new season that provides us the opportunity to come together and enjoy our beautiful sport. SAS is blessed to have such an amazing community of dedicated people who work tirelessly to make each artistic swimming season a success. Your participation, patience, and willingness to adapt does not go unnoticed. **Thank you!** We sincerely appreciate you!

Best wishes to all for a successful season!

See you on deck!

A handwritten signature in black ink, likely belonging to Lenore Lindquist.

Lenore Lindquist  
Acting Executive Director

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## SASKATCHEWAN ARTISTIC SWIMMING INFORMATION

### ADDRESS

300 – 1734 Elphinstone St  
Regina, SK  
S4T 1K1

### GENERAL CONTACT INFORMATION

General Inquiries: [info@saskartisticswimming.ca](mailto:info@saskartisticswimming.ca)  
Website: [www.saskartisticswimming.ca](http://www.saskartisticswimming.ca)  
Phone: 306-780-9227

Acting Executive Director	Lenore Lindquist	<a href="mailto:ed@saskartisticswimming.ca">ed@saskartisticswimming.ca</a>
Technical Director	Taya Amundson	<a href="mailto:td@saskartisticswimming.ca">td@saskartisticswimming.ca</a>
High Performance Director	Shaelynn Thiessen	<a href="mailto:hpd@saskartisticswimming.ca">hpd@saskartisticswimming.ca</a>
High Performance Coach	Laurie Wachs	<a href="mailto:hpcoach@saskartisticswimming.ca">hpcoach@saskartisticswimming.ca</a>
Events and Communications Director	Devin Masch	<a href="mailto:ecd@saskartisticswimming.ca">ecd@saskartisticswimming.ca</a>

### OFFICE HOURS

Monday – Friday	By Appointment
Weekends & Holidays	Closed



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## MEMBER BENEFITS

All members of Saskatchewan Artistic Swimming are also members of Canada Artistic Swimming. Membership allows clubs and registrants to obtain access to a host of services and benefits that include, but not limited to:

### MEMBER SERVICES

- ✿ Access to the Canada Artistic Swimming e-Registration and Invoicing System
- ✿ Coach Training and Certification
- ✿ Coach Professional Development Opportunities
- ✿ Officials Training and Certification
- ✿ Athlete Development Programs (High Performance Development and Excellence, Team Sask)
- ✿ Education and Training, including Conferences, Webinars, and Clinics
- ✿ Technical Information (SAS Rulebook, Technical Package and Competitions Guide)
- ✿ Long Term Athlete Development Resources, Testing, and Support
- ✿ Awards and Recognition

### COMPETITION ACCESS

- ✿ Provincial Competitions
  - *Training & Routine, Provincial Qualifiers, Provincial Championships, Limited Competitive Competition Opportunity, Saskatchewan Winter Games, Canadian Prairie Championships*
- ✿ National Competitions
  - *National Qualifier, National Championships, Canada Winter Games*
- ✿ Sanctioning for International Competitions
- ✿ Virtual Events and Activities
- ✿ Online Competition Registration and Invoicing

### CLUB SUPPORT

- ✿ Sport and Sector-Specific Communications and Updates
- ✿ Comprehensive Insurance Programs
- ✿ Club Education and Development
- ✿ Grant Opportunities (Club Technical, MAP, High Performance)
- ✿ Policy and Procedure Development Support
- ✿ New Club Development and Support
- ✿ Safe Sport Resources and Program Support
- ✿ Membership and Competition Registration Support
- ✿ Club Operations Support

### OPERATIONS SUPPORT

- ✿ Provincial Competitions, Event Planning and Delivery
- ✿ Domestic and/or National Member Accident and Liability Insurance
- ✿ Strategic Communications (Website, social media, etc.)
- ✿ Advocacy for Pool Development and Design
- ✿ Advocacy and Application Development for Grants and Funding
- ✿ Athlete Support and Funding Programs
- ✿ National Sport Trust Fund Access
- ✿ Program Delivery Support – i.e., AquaGO!

Please refer to Appendix C for a list of Canada Artistic Swimming's Benefits of Membership

## Registration & Competition Categories

### NOTATIONS:

- All registered members must agree to adhere to [Saskatchewan Artistic Swimming's](#) and [Canada Artistic Swimming's](#) Conduct Policies at the time of registration.
- Members attending provincial or national events must be members in good standing of Sask Artistic Swimming and Canada Artistic Swimming.
- Any person intending to vote at a general meeting of Sask Artistic Swimming must be a member in good standing and meet the membership requirements outlined in its Bylaws.

2023-2024 REGISTRATION CATEGORIES	
CAS e-Reg Category	Sask Artistic Swimming Equivalent
Recreational Club	Recreational Club
Competitive Club	Competitive Club
Competitive Provincial Athlete	Provincial Athlete, including Competitive AdAS*
Competitive Provincial Limited	Limited Competitive Athlete, including AdAS*
Competitive National Athlete	National Athlete
Competitive Masters Athlete	Competitive Masters Athlete
Recreation Athlete	Recreation Athlete, including Recreation AdAS and Masters
Recreation Athlete – Short-Term	Athlete, including Masters & AdAS, for 6-weeks or less
AquaGO! Participant	AquaGO! Athlete
Competitive Coach	National, Provincial, Masters Competitive Coach
Recreational Coach	Recreation, Limited Competitive, AquaGO!, Masters Rec Coach
Provincial Official	Level 1-2 Official
National Official	Level 3+ Official
Associate Registrant	Club and SAS Board Members
Volunteer	Volunteer

\*AdAS athletes must be registered as either recreational or competitive athletes depending on their intentions for the season. The athlete's profile should be updated with the relevant cognitive or physical disabilities.

Please refer to Appendix A for definitions of the registration categories.

2023-2024 COMPETITION CATEGORIES			
National	Provincial	Masters	Recreational
Youth (15U)	10U	Recreational	AquaGO!
Junior (15-19)	12U	Competitive	Recreational
Senior (15+)	Youth (15U)		Limited Competitive^
University*	Junior (16-20)		AdAS
	AdAS		Short-Term

\* University – members that are registered through a college or a university and registered with Sask Artistic Swimming by CUASL. A university athlete intending to compete in a Sask Artistic Swimming or Canada Artistic Swimming competition must be duly registered as a competitive athlete.

^ Limited Competitive athletes are youth Recreation registrants who wish to compete at the Sadie Caulder Knight competition (i.e., they MUST be registered as Limited Competitive at the start of the season or upgraded in e-Reg prior to registering for the Sadie Caulder Knight Provincial Championships).

## REGISTRATION INFORMATION

Canada Artistic Swimming and Sask Artistic Swimming will manage the National Registration Database, according to Canada Artistic Swimming and Sask Artistic Swimming Privacy Policies.

### CAS e-Registration System (e-Reg)

All members – athletes, coaches, officials, executives, and volunteers – must be registered through the e-Registration System and in good standing to compete in any artistic swimming activity and ensure insurance coverage.

### The Artistic Swimming Season

The Canada Artistic Swimming membership year is September 1<sup>st</sup> to August 31<sup>st</sup>. As of August 31<sup>st</sup>, each year, the online e-Registration database will show all members as inactive. **Anyone participating in artistic swimming activities on September 1<sup>st</sup> or beyond MUST be registered for the new season in the CAS e-Registration System prior to participation.**

### Member Club Registration

To ensure Saskatchewan Artistic Swimming collects the relevant and appropriate information from each member club, each club must complete the online [Annual Club Registration Form](#). Annual Club Registration Forms must be submitted no later than **September 1** each year.

### Registration and Payment Deadlines

Member Clubs must complete the registration of its members (i.e., athletes, board members, volunteers, etc.) through the Canada Artistic Swimming (CAS) e-Registration System no later than **11:59 PM on October 10** annually.

Member Clubs may add new registrants to the e-Reg System at any time during the season. Individuals must be duly registered with a Member Club prior to participating in any artistic swimming activity – in person or virtually – in Saskatchewan. Anyone participating in a SAS sanctioned event or competition – in person or virtually – must be registered in the e-Reg System prior to registering for the event.

Payments of registration batch fees are **due upon submission to the e-Reg System and receipt of the automatically generated electronic invoice**, and **no later than October 15**. Payments can be made to Sask Artistic Swimming via e-transfer or cheque. For e-transfer, please use the email [payment@saskartisticswimming.ca](mailto:payment@saskartisticswimming.ca). Payments by cheque must be accompanied by the **Payment Summary Form** generated through the e-Reg System. Please refer to Appendix B for direction on generating the Payment Summary Form.

Failure to pay registration fees within **30 days of the submission date** may be subject to fines and registrants may be ineligible to participate in Sask Artistic Swimming or Canada Artistic Swimming sanctioned activities. **After 60 days**, SAS may label a club in arrears as “not in good standing”.

**The registration of all members shall be in accordance with**  
**Sask Artistic Swimming’s Member Registration Policy & Procedures**  
**&**  
**Canada Artistic Swimming’s Registration Policy**



## REGISTRATION POLICY HIGHLIGHTS

- **COACHES:** All coaches are required to **register themselves in the e-Reg system**. Neither SAS nor clubs can register coaches. Coaches who have multiple roles (e.g., officials, athletes, etc.) must register **FIRST** as a coach. All other roles will be considered “additional roles” and the fees will be automatically reconciled accordingly.
- **COACHES:** Coaches **must pay the appropriate fees by electronic means** (e-transfer) to complete their registration. Coaches should seek reimbursement of registration fees from their club, as appropriate.
- **OFFICIALS:** Officials are required to register with Saskatchewan Artistic Swimming directly by filling out an online form (will be sent separately). Officials may not register as an official through a member club.
- **CREATING REGISTRATION BATCHES:** The maximum size of a registration batch is 50 registrants. **Batches can stay open and pending for 30 days** – the system will automatically generate electronic email reminders prompting the Club to submit a pending batch 21 and 29 days after its creation.
- **PAYMENTS:** The Online Registration system **automatically generates an itemized invoice** for every registration batch submitted. Automatically generated invoices are emailed to the club contact identified in e-Reg system. **Payment is due upon submitting the batch and must be accompanied by the Payment Summary Form** generated through the e-Registration System (Appendix B). Registrations are not valid until such time as payment is received, processed, and confirmed in the e-Reg system. Confirmation of payment will trigger the registrant’s status to be changed to ‘active’.
- **REFUNDS:** No refunds are issued by CAS or SAS once a batch has been submitted.
- **IN ARREARS:** After 60 days, SAS may label a club that is in arrears on batch payments as “not in good standing” in the e-Reg System. This will prevent a club from registering its athletes for competitions. Payment must be received and processed to enable for the status to be updated.
- **COMPLETING REGISTRATION:** Registration is only complete when Canada Artistic Swimming (CAS) receives payment from Sask Artistic Swimming and the individual profile is marked complete.

## FEES

Sask Artistic Swimming's Membership Registration Fees are as listed below:

2023-2024 REGISTRATION FEES	CAS	SAS	TOTAL FEE
<b>CLUBS</b>			
Competitive Club	\$120.00	\$ 70.00	\$190.00
Recreational Club	\$66.00	\$ 27.00	\$ 93.00
SOCAN Fee	-	\$64.00	\$ 64.00
<b>ATHLETES</b>			
Competitive - National	\$ 56.00	\$ 75.00	\$131.00
Competitive - Provincial	\$ 56.00	\$ 40.00	\$ 96.00
Competitive – Provincial Limited, including AdAS	\$ 34.00	\$ 28.00	\$ 62.00
Competitive - Masters	\$ 34.00	\$ 37.00	\$ 71.00
Competitive - AdAS	\$ 34.00	\$ 30.00	\$ 64.00
Recreational	\$ 10.00	\$ 25.00	\$ 35.00
Recreational – Short-term (<= 6 weeks), including AdAS	\$ 3.00	\$ 9.00	\$ 12.00
University	\$ 6.00	\$10.00	\$ 16.00
<b>COACHES</b>			
Competitive	\$ 34.00	\$ 17.00	\$ 51.00
Recreational	\$ 10.00	\$ 13.00	\$ 23.00
University	\$ 6.00	\$ 10.00	\$ 16.00
<b>OFFICIALS</b>			
Provincial – Level 1 & 2 judges; Technical Controllers	\$ 10.50	-	\$ 10.50
National – Level 3 judges & above	\$ 21.00	-	\$ 21.00
<b>ASSOCIATE REGISTRANTS</b>			
Club & SAS Board Member	\$ 10.00	\$ 3.00	\$ 13.00
Volunteer	-	\$ 3.00	\$ 3.00

Club Board Members & Volunteers must be registered with Sask Artistic Swimming to ensure they have liability insurance during Sask Artistic Swimming sanctioned activities.

## 2023-2024 COMPETITION FEES

<b>Events</b>	
Figures	\$ 35.00
Skills – LTAD or Basic	
<b>Routines Fees</b>	
Solo Tech	\$ 33.00
Solo Free	\$ 33.00
Duet Tech	\$ 66.00
Duet Free	\$ 66.00
Trio Tech	\$ 98.00
Trio Free	\$ 98.00
Team Tech	\$132.00
Team Free	\$132.00
Combo	\$132.00
Acrobatic	\$132.00

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## Fines

Saskatchewan Artistic Swimming will charge fines as follows:

- \$25.00 for per late competitive entry received after the initial registration date.
- \$200.00 for late full club competition registrations received after the initial registration date.
- A change to the initial registration is considered a late registration.

Canada Artistic Swimming rules state: "Late, incomplete or incorrect registrations will result in a \$25.00 penalty fee per competitive athlete up to a maximum of \$500.00 per club." Any Canada Artistic Swimming fines incurred will be charged to the club(s) involved.

## Refunds from Competitions

There are **NO** refunds after the registration deadline unless a written request is submitted to the Executive Director. The request must be submitted no later than the Monday after the competition.

## TRANSFERS

**A Club may not solicit athletes** (or the parents of minor athletes) from another club without receiving approval from the head coach who is responsible for the athlete.

There is no formal transfer process in the CAS Online Registration System.

At the start of a new season, Member Clubs are free and able to register new members who were previously registered with another Club without approval from the former club or Sask Artistic Swimming, provided the member is in good standing. If a member's status is not in good standing, a new Member Club will not be able to register the member until the former club or Sask Artistic Swimming have updated their status to in good standing.

For a new club to register a member formerly registered with another club, they will search the database for the member's profile and proceed to register them. To transfer a registered member during the season, the new club will add the new role to the registrant's profile.

Sask Artistic Swimming and CAS fees are non-refundable. All reimbursement of fees from the former club to the transferred member is at the discretion of the former Club in accordance with their relevant refund policy.

Please contact Sask Artistic Swimming at [info@saskartisticswimming.ca](mailto:info@saskartisticswimming.ca) with any questions.

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## INSURANCE

By virtue of membership in good standing with Saskatchewan Artistic Swimming, Members Clubs and registrants are covered through SAS insurance policies. Only **activities sanctioned or authorized by SAS** are covered.

Insurance coverage extends to all sanctioned activities in Saskatchewan and in Canada. If your club is considering activities outside of Saskatchewan or Canada, the **[SAS Club Additional Activities and Events Sanction Form](#)** must be filled out and submitted to SAS for approval.

### **Certificate of Insurance**

The Certificate of Insurance is proof of insurance coverage and names the appropriate municipalities, facilities, partners, and service providers. If you require a copy of the Certificate of Insurance, please submit your request to [ed@saskartisticswimming.ca](mailto:ed@saskartisticswimming.ca).

### **WHAT ARE SANCTIONED ACTIVITIES?**

Sanctioned activities are those **approved or authorized by SAS** and therefore those for which members are insured. For insurance purposes, sanctioned activities are those considered usual to the sport such as dryland training, practices, SAS and/or CAS approved competitions. Team building or cross-training activities, such as gymnastic, trampoline, etc., are not usual to the sport and require pre-approval from the SAS insurance carrier.

Unsanctioned activities are not covered by SAS' insurance, and **participation is at the risk of the participant and Club**. Any activities beyond team training with members of the Club and SAS competitions require pre-approval of SAS. If you are unsure about the status of a planned activity, please contact SAS for guidance.

## WAIVERS

All Clubs **MUST** adopt and implement the SAS waivers and forms included in links below, or a club developed equivalent that releases both the Club and Sask Artistic Swimming. **All registrants must complete the waivers at the time of registration.**

- [Media Consent](#)
- [Privacy Policy](#)
- [Waiver & Assumption of Risk](#)
- [Declaration of Compliance](#)
- [CAS Conduct Policy](#)
- Consent for Medical Treatment (developed by club)

## APPENDIX

### Appendix A: REGISTRATION CATEGORIES & DEFINITIONS

Canada Artistic Swimming		Saskatchewan Artistic Swimming
Registration Category	Definition	Registration Category
Provincial/Territorial organization member	A Provincial/territorial sport organization that governs artistic swimming in their respective province or territory	N/A – Saskatchewan Artistic Swimming is the provincial sport organization in Saskatchewan.
<b>Athlete Registrants</b>		
Short Term Recreational Program Registrants	Recreational athletes who participate in a summer camp, seasonal program, or other types of non-competitive programming of a minimum of one (1) 1-hour session per week for up to six consecutive weeks. If participants re-register, they must register as a recreational member.	ST - Short Term Recreational (6 weeks or less)
Recreational Program Registrants	<p>Athletes in the categories below are considered recreational program registrants – these athletes do not compete<sup>1</sup> at any level.</p> <ul style="list-style-type: none"> <li>• Active Start / FUNdamentals / Learn to Train: Athlete enrolled in recreational artistic swimming programs, including Adaptive AS, for under 18 years of age.</li> <li>• Active for Life/ Sync for Life: Athlete enrolled in recreational artistic swimming programs, including Adaptive AS, for adults aged 18+ years of age.</li> </ul>	<ul style="list-style-type: none"> <li>• AquaGO!</li> <li>• Recreational AdAS</li> <li>• Recreational Athletes</li> <li>• Recreational Masters</li> </ul>
Novice Competitive, Competitive Adaptive, Competitive Masters' and Limited Competitive Program Registrant	Adaptive competitor at all levels; Masters competitor at all levels and age groups; and Learn to Train or Train to Train athlete registered in an entry level, limited competitive program as defined and recognized by their home province.	<ul style="list-style-type: none"> <li>• Limited Competitive are Recreational Athletes who wish to compete in the Sadie Caulder Knight Provincial Meet.</li> <li>• Categories: 10U, 12U, Youth, Junior, Masters, AdAS.</li> </ul>

<sup>1</sup> The CASSA Rule Book defines “compete” as participating in an event in which there is ranking with others.



Competitive Program Registrant	<p>All athletes in the categories below are considered competitive synchro registrants if they compete at any level:</p> <ul style="list-style-type: none"> <li>• Train to Train: Athlete aged 7-15 (F) + 12-16 (M) years of age.</li> <li>• Train to Compete: Athlete aged 15-18 (F) + 16-19 (M) years of age.</li> <li>• Train to Compete/Train to Win: Regional Training Centre Athlete enrolled in an RTC.</li> <li>• Train to Win: Center of Excellence Athlete enrolled in the Centre of Excellence</li> <li>• Active for Life: University Athlete enrolled in a university program in Canada or USA that in addition to their university events, participates in Provincial or National sanctioned events. University athletes wishing to compete in a provincial or national competition sanctioned by Sask Artistic Swimming or Canada Artistic Swimming must be duly registered as a National Stream athlete.</li> </ul>	<ul style="list-style-type: none"> <li>• Provincial Competitive (10U, 12U, Novice, Youth, Junior, AdAS, Masters)</li> <li>• National Competitive (Youth, Junior, Senior)</li> <li>• University Members</li> </ul>
<b>Coach Registrants</b> NOTE: <b>ALL</b> coaches are to register themselves through the CAS e-Reg System		
Recreational Coach	A coach who will be coaching a recreational program on-deck within their local club. No certification needed, Synchro Instructor training and/or certification recommended.	Recreational Coaches
Competitive Coach	A coach who will be coaching on-deck within their local club and/or at provincial, national and/or international sanctioned meets. Coaches on deck at SAS competitions must be Competition Introduction certified. Coaches on deck at National championships must be Competition Development certified.	Competitive Coaches
<b>Officials Registrants</b> NOTE: <b>ALL</b> officials are to register through Sask Artistic Swimming directly, not through a club		
Provincial Official	An official (judge, referee, evaluator, technical controller, chief scorer) who participates at the local, regional and/or provincial level.	Provincial Officials – Level 1, Level 2, & Technical Controllers
National Officials	An official (judge, referee, chief scorer, evaluator) who participates at the local, regional, provincial, national and/or international level.	National Officials – Level 3+ & Chief Scorers

<b>Affiliated Registrants</b>		
Individuals or organizations that are affiliated with or wish to be affiliated with Canada Artistic Swimming to enable them to participate fully in or benefit from Canada Artistic Swimming's programs and services.		
Leagues	A league that offers artistic swimming competitions that does not participate within the national qualification event system (e.g., Canadian University Artistic Swimming League (CUSL)).	Not applicable
League Affiliates	University athlete or coach who participates in the university league in Canada.	Not applicable
Recreational Club	An artistic swimming club affiliated with their member provincial organizations as recognized by their respective policies and bylaws and who only deliver recreational programs.	Recreational Club
Competitive Club	An artistic swimming club affiliated with their member provincial organizations as recognized by their respective policies and bylaws which deliver competitive programs and may include recreational programs.	Competitive Club
Associate Registrant	Those individuals who are active within their member provincial organizations (club executives, Board members, alumni etc.) and those who attend Annual Meetings and/or exercise a role at Canada Artistic Swimming meetings.	<ul style="list-style-type: none"> <li>• Club Executives</li> <li>• Club Volunteers</li> <li>• General Members</li> <li>• Alumni</li> </ul>
Volunteer	A parent or other individual who donates their time periodically to assist with an event or other Canada Artistic Swimming provincial or national function.	<ul style="list-style-type: none"> <li>• Volunteers</li> </ul>
Licensee	Any other organization (includes universities, schools, community centres, municipal or private aquatic facilities) offering a Canada Artistic Swimming recreational program. A license includes an annual fee for the program, allows the licensee to offer the program and access applicable program awards. Licensees do not need to register individual Athletes participating in their programs. Licensees must sign the applicable license agreement. (Agreement items include – licensee has own insurance, access to materials at Canada Artistic Swimming member pricing and coach training courses provincially and must link to the geographical PSO to enable progression of athletes to synchro clubs).	Not applicable

## Appendix B: Generating Payment Summary Form



### **CAS Online Registration System – Registration Payment Summary Report – Clubs and PTSOs**

The Payment Summary Report has been implemented for both clubs and PTSOs to use.

Clubs will use the report to select batches that have been submitted. Along with the payment, clubs will include the report to identify which batches have been paid with their payment.

PTSOs will use the report to select batches and coach/official payments that have been submitted to CAS. Along with the payment, PTSOs will include the report to identify which batches and payment records have been paid with their payment.

On the list of registration batches, a check box will appear once a batch has been submitted that allows you to select the batch for payment. You can select as many batches for payment as you need. When you have selected the batches for payment, you can click the "Payment Summary Report". The report will be displayed with only the batches that you have selected for payment. You can print the report or save it as a PDF. This report should be submitted along with the payment. **USE the back arrow to return to the previous screen.**

**NOTE:** once a batch has been printed on a payment summary report, an "S" will appear beside the check box. This is to let you know it has already been included on a payment summary report. The "S" does NOT prevent you from selecting it again to include on another payment summary report if required.

**For Clubs,** once a batch has been submitted (PAYT WAIT status), you can select the batch to include on your payment summary report. If you have multiple batches you want to include, select each batch to include. Then click the payment summary report button.

**For PTSOs,** once a batch has been submitted (PAYT WAIT (NSO) status), you can select the batch to include on your payment summary report. You can ALSO go to your "Submitted Payments" and select payments that have been submitted (PAYT WAIT(NSO) status) to include on your payment summary report. You can include both batches and payments on the same summary report if you like. Just check the batches to include, go to the payments and check payments to include and THEN click "Print Summary Report". This can be done from either screen (batch or payments screen). Once printed, the "S" will appear beside those already printed. But again, you can reselect anytime.

**NOTE:** the "Payment Summary Report" button will only appear if there have been batches or payments selected for printing.



## Club Payment Summary Report Screens

List of batches for a club, only "PAY WAIT" (payments submitted by club) can be printed on payment summary report. These will have the check boxes beside the "Go" button. You can check these on and off as desired.



**Canada Artistic Swimming Registration System**  
Club Canada Artistic Swimming TEST Club (CLUB\_ADMIN) - Canada Artistic Swimming TEST Club

Menu  
My Org. Profile  
My Org. Coaches  
Registration Batches  
Competition Entries  
Competition Regist.

Registrants  
Find Registrant  
Current Registrants  
New Registrant

Registration Batches: ☒ Submitted ☐ Pending ☐ Completed ☐ ALL ☐ ALL (Prev. Years)

Number	Status	RegYR	Amount	No. Reg.	Org.		
REG0000843	PAYT WAIT	19/20	\$119.00	1	Canada Artistic Swimming TEST Club	<input type="checkbox"/>	Go
REG0000842	PAYT WAIT	19/20	\$166.00	2	Canada Artistic Swimming TEST Club	<input type="checkbox"/>	Go
REG0000663	PAYT WAIT(NSO)	19/20	\$212.00	4	Canada Artistic Swimming TEST Club	<input type="checkbox"/>	Go

Once you select at least 1 batch, the "Payment Summary Report" button appears. You can select and remove selection as required. You can select more than 1 batch as well.



**Canada Artistic Swimming Registration System**  
Club Canada Artistic Swimming TEST Club (CLUB\_ADMIN) - Canada Artistic Swimming TEST Club

Menu  
My Org. Profile  
My Org. Coaches  
Registration Batches  
Competition Entries  
Competition Regist.

Registrants  
Find Registrant  
Current Registrants  
New Registrant

Registration Batches: ☒ Submitted ☐ Pending ☐ Completed ☐ ALL ☐ ALL (Prev. Years)

Number	Status	RegYR	Amount	No. Reg.	Org.		
REG0000843	PAYT WAIT	19/20	\$119.00	1	Canada Artistic Swimming TEST Club	<input checked="" type="checkbox"/>	Go
REG0000842	PAYT WAIT	19/20	\$166.00	2	Canada Artistic Swimming TEST Club	<input type="checkbox"/>	Go
REG0000663	PAYT WAIT(NSO)	19/20	\$212.00	4	Canada Artistic Swimming TEST Club	<input type="checkbox"/>	Go

Payment Summary Report



Once you click the "Payment Summary Report" button, the report appears on the screen for all batches selected.

You can print or save the report as a PDF. The following is an example of the club report.



### Batch Payment Summary Report

109 Canada Artistic Swimming TEST Club  
Ottawa Ontario

Batch No	Amount	No. Regs	PTSD Amount	NSO Amount
REG0000084	\$119.00	1	\$9.00	\$0.00
<b>TOTAL:</b>	<b>\$119.00</b>			

Club Administrators, please submit this form with along with your payment to your PTSD register...

Date: 9-Oct-2023 Page: 1

In the example below, the first batch shows an "S" which means it already was printed on a payment summary report. You can check it again if you require it on another payment summary report.



## Canada Artistic Swimming Registration System

Club Canada Artistic Swimming TEST Club (CLUB\_ADMIN) - Canada Artistic Swimming TEST Club

**Menu**

[My Org Profile](#)

[My Org Coaches](#)

[Registration Batches](#)

[Competition Entries](#)

[Competition Regist.](#)

**Registrants**

[Find Registrant](#)

[Current Registrants](#)

[New Registrant](#)

**Registration Batches:**
Submitted
Pending
Completed
ALL
ALL (Prev. Years)

Number	Status	RegYR	Amount	No. Reg.	Org.		
REG0000843	PAYT WAIT	19/20	\$119.00	1	Canada Artistic Swimming TEST Club	S	<input checked="" type="checkbox"/> Go
REG0000842	PAYT WAIT	19/20	\$166.00	2	Canada Artistic Swimming TEST Club		<input checked="" type="checkbox"/> Go
REG0000663	PAYT WAIT(NSO)	19/20	\$212.00	4	Canada Artistic Swimming TEST Club		<input type="checkbox"/> Go



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## Appendix C: CAS Benefits of Membership



### Benefits of Membership in Canada Artistic Swimming (CAS)

In addition to opportunities Canada Artistic Swimming registrants experience through belonging to their provincial organization, members, and registrants at all levels in Canada Artistic Swimming proudly take advantage of the following benefits of membership in the national organization:

#### ***Internationally Recognized Artistic Swimming Programs***

- Access to CAS trademarked entry level, development, High Performance and Sport for Life Programs (AquaGO!, Synchro Star, Competitive, Masters, AdAS)
- Access to CAS standardized promotional and other materials to support program implementation including information provided through the CAS website and social media platforms.
- Access to CAS staff resources via CAS National Office.
- Access to educational program teaching tools and materials, awards, and incentives at special member pricing.
- Access to NCCP certified, sport-specific trained coaches
- Use of national membership database and event registration software (including periodic and historical reporting options) at no cost.
- Access to on-going technical program monitoring, talent evaluation and development, and regular revisions to all programs.
- Access to LTAD programming including brand new AquaGO! for entry level (active start) participants.
- Front-of-the-line access to new information and media releases through participation in member/club e-blast program.
- Access to newsletters and other communications developed for members and registrants.

#### ***Competitions***

- Opportunity to participate in high quality, professionally organized meets: provincial, qualifier & national championships as well as Canada Games and International competitions held in Canada.
- Use of computerized judging system software and hardware for national events
- Access to major event live streaming and other web-based information and services like online registration for events at no cost.
- Access to CAS trained and certified officials at all levels of events.
- Commercial General Liability Insurance for Clubs/PTSOs hosting a CAS national event.

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### ***Specialized Training and Support / National Teams***

- Opportunity to participate in various subsidized National Teams.
- Subsidized access to Multi-Sport Centers and Canadian Sport Institutes.
- Receive funds & financial support from CAS (travel costs, uniforms, etc.) if part of National Team Program.
- Opportunity to receive funding through Sport Canada Athlete Assistance Program with nomination by CAS.
- Opportunity to apply for grants and bursaries (ie Petro Canada, CAAWS, HBC Stripes, etc.)
- Receive insurance through the Canadian Athlete Insurance Program (CAIP) or other agency when travelling with a national team.
- Opportunity to participate in subsidized trials for National and Regional Training Centres and other monitoring/talent ID and club outreach programming at club level.
- Opportunity to attract former and potential national team swimmers to University league competition programs.

### ***Training / Certification Programs for Coaches and Officials***

- Access to CAC resource material, NCCP certification programs, CAS hosted webinars, video library, members' only website information, [artisticswimmingcoach.ca](http://artisticswimmingcoach.ca) and more.
- Access to professional development programs and funding through CAC Apprenticeship Internship Program.
- Access to education and technical leadership from Senior National Team Coaches.
- Eligible to receive accreditation for on deck roles at CAS national meets.
- Ability to attend CAS hosted High Performance conferences and functions.
- Opportunity to represent Canada at international competitions through international bid process (Clubs) and by assignment to international competitions (Judges).
- Receive insurance through the Canadian Athlete Insurance Program or other agency when travelling to international competitions.

### ***Professional Development and Recognition***

- Opportunity to sit on CAS Board, Committees & assist in governance & policy setting.
- Funding for CAS Board members and provincial voting representatives to attend AM or planning meetings.
- Access to AM and convention training programs.
- CAS directors or officers (i.e., employees, trustees, volunteers, committee members) receive Directors Liability Insurance.
- Eligibility for CAS Awards and recognition as well as nomination support for provincial and community awards.
- Opportunity to be nominated to represent Canada on multi-sport and international committees and commissions (e.g., Aquatics Canada, UANA, FINA, IOC).

### ***Revenue Generation / Fund-Raising***

- Opportunity to bid on and host competitions: qualifier & national championships as well as international competitions.
- Opportunity to use CAS branding and programs for member recruitment to nationally recognized and supported programs.
- Access to National Sponsorship affiliation and benefits (preferred customer rates, discounts on product purchase, etc.).